

IN THE UNITED STATES DISTRICT COURT
FOR THE WESTERN DISTRICT OF TENNESSEE
WESTERN DIVISION

INSTRUCTIONS CONCERNING SETTLEMENT CONFERENCES

The lead attorney who will try the case for each party must appear. In addition, the parties, or representatives of corporate parties must be present at the conference and must possess **full authority** to approve any settlement. If any part of the potential liability of a party is insured, or subject to indemnity, a representative of an insurer or indemnitor with authority to pay the full policy of indemnity limits, must also be present at the conference.

All participants should allocate adequate time for the settlement conference. Although the settlement conference may conclude in the early afternoon, all participants should clear their calendars for the entire day through 5:30 p.m. Judge Pham's commitment is to work with the parties for as long as necessary.

Counsel shall submit to Magistrate Judge Pham's ECF inbox (ECF_Judge_Pham@tnwd.uscourts.gov), at least three (3) business days before the scheduled settlement conference an **in camera** statement setting forth their respective positions concerning all issues involved in the case, including the rationale for such positions. Such statements shall be for the purpose of Judge Pham's review only and solely for use in this settlement conference.

At least five (5) days prior to this settlement conference, plaintiff must make a good faith proposal of settlement to defendant. On or before this settlement conference, defendant must make a good faith response thereto.